**Constitution**

**Article l - Name, Purpose, and Non-Discrimination Policy of the Organization.**

**Section 1: Name**: Department of East Asian Languages and Literatures (DEALL) Undergraduate Student Association

**Section 2 - Purpose:**

The Department of East Asian Languages and Literatures Undergraduate Student Organization strives to cultivate a greater sense of community and belonging amongst DEALL Undergraduate students, professors, and undergraduates interested in East Asian studies alike. With the many specialties and individualized classrooms under DEALL, we see a need to bring students together to discuss, DEALL events, East Asian culture, and careers in East Asian language and literature. This organization will also provide students with a connection to their department. They can express what they want to see more or less of in DEALL as well as be involved in making these things happen.

**Section 3 - Non-Discrimination Policy:**

This organization does not discriminate on the basis of age, ancestry, color, disability, gender identity or expression, genetic information, HIV/AIDS status, military status, national origin, race, religion, sex, sexual orientation, protected veteran status, or any other bases under the law, in its activities, programs, admission, and employment.

**Sexual Misconduct Policy:**

As a student organization at The Ohio State University, Department of East Asian Languages and Literatures Undergraduate Student Organization expects its members to conduct themselves in a manner that maintains an environment free from sexual misconduct. All members are responsible for adhering to University Policy 1.15, which can be found here: https://hr.osu.edu/public/documents/policy/policy115.pdf.

If you or someone you know has been sexually harassed or assaulted, you may find the

appropriate resources at http://titleIX.osu.edu or by contacting the Ohio State Title IX

Coordinator at titleIX@osu.edu**.**

**Article II - Membership: Qualifications and categories of membership.**

II.a. As required by the Guidelines for Student Organizations, 90% of the membership of a student organization must include current Ohio State University students. Active members and Executive Committee are able to make decisions regarding the membership of community and other non-student members of an organization. Community or other non-student members may be temporarily suspended with a majority vote of the Executive Committee.

**Article III – Methods for Removing Members and Executive Officers**

III.a. If a member engages in behavior that is detrimental to advancing the purpose of this organization, violates the organization’s constitution or by-laws, or violates the Code of Student Conduct, university policy, or federal, state or local law, the member may be removed through a majority vote of the officers in consultation with the organization’s advisor.

III.b. Any elected officer of the chapter may be removed from their position for cause. Cause for removal includes, but is not limited to: violation of the constitution or by-laws, failure to perform duties, or any behavior that is detrimental to advancing the purpose of this organization, including violations of the Student Code of Conduct, university policy, or federal, state, or local laws. The Executive Committee may act for removal upon a two-thirds affirmative vote of the executive board in consultation with the organization’s advisor.

III.c. In the event that the reason for member removal is protected by the Family Educational Rights and Privacy Act (FERPA) or cannot otherwise be shared with members (e.g., while an investigation is pending),

the executive board, in consultation with the organization’s advisor, may vote to temporarily suspend a member or executive officer.

**Article IV - Organization Leadership:** Titles, terms of office, type of selection, and duties of the leaders.

**Primary Roles**

President

* Organization, task delegation, event choosing

Vice-President

* Assist the president

Treasurer

* Hold all receipts, track food and material spending, apply for refunds and grants

Advisor: Zhiguo Xie

**Secondary Roles**

(1) Communications

* This person will inform members of events, and get feedback from the org as it grows. This position can grow as the org grows, for example, USO insta manager ect etc.

(2) Outside booking Specialist

* We may become overwhelmed with booking locations or rooms, so if we have a bigger event we need someone available and confident enough to reach out.
* If we need an outside location, sponsor requests, Job fair requests etc.
* This person will need to be confident with phone calls too, but will likely be sending a lot of emails.

**Leadership Committee**

(3) Event set-up and Take-Down

* Pick up food and materials
* Set up stands
* Make posters
* Good with your hands

(1) Design work

* The communications specialist will need deliverables! Ie. posters, Post materials, etc

(1) Recruitment

* This job will likely be more relevant in the future. Don’t let the org die! We need someone to make sure we keep inviting students. Ie. involvement fairs
* Track event engagement and our member participation numbers. This way you can get involved when the hype is falling

**Article V- Election / Selection of Organization Leadership**

The position of President must come from someone who served on the Leadership board prior to this position. Each position will be voted on by the previous year’s leadership board members. If a position is desired, they must request it. If more than one person requests the position they can plead their case for the position and leave it to a vote. The positions should be chosen by the end of the spring semester.

**Article VI - Executive Committee: Size and composition of the Committee.**

Size and composition will reflect members' needs. For the current semester of Fall 2023, it is as in Article IV.

**Article VII - Advisor(s) or Advisory Board: Qualification Criteria.**

Advisors of student organizations must be full-time members of the University faculty or Administrative and professional staff. If a person is serving as an advisor who is not a member of the above classifications, a co-advisor must be chosen who is a member of these University classifications. For DEALLUSO, the advisor must be working under DEALL.

**Article VII – Meetings and Events of the Organization: Required meetings and their frequency.**

VII.1. Two general meetings on Thursdays at 5:30 in Page Hall 010 per academic term, beside summer, are required to uphold membership.

VII.2. Attendance to one major or collaborative event held by USO per academic year is required to uphold membership.

**Article IX – Attendees of Events of the Organization: Required events and their frequency*.***

IX.1. The organization reserves the right to address member or event attendee behavior where the member or event attendee’s behavior is disruptive or otherwise not in alignment with the organization’s constitution*.*

**Article X – Method of Amending Constitution: Proposals, notice, and voting requirements.**

XI. Any proposed amendments should be presented to the organization in writing and should not be acted upon when initially introduced. Upon initial introduction, the proposed amendments should be read in the general meeting, then read again at a specified number of subsequent general meetings and the general meeting in which the votes will be taken, and should either require a two-third or three-quarter majority of voting members (a quorum being present) or a majority or two-thirds of the entire voting membership of the organization, present or not. The constitution should not be amended easily or frequently.

**Article XI – Method of Dissolution of Organization**

At the chance of DEALUSO’s dissolution, all debts must be paid. This means any member of the Leadership committee agrees to hold responsibility up until dissolution. Any member who leaves or becomes inactive before a financial resolution has been reached is breaching the contract and should be reported as such. How this resolution is reached will be decided on by the committee at the time of dissolution.

**By-Laws**

*Article 1 – Parliamentary Authority*

Our organization will use Robert’s Rule of Order to govern decision-making except when these rules are inconsistent with the constitution or by-laws of DEALLUSO. The rules contained in this constitution shall govern the organization in all cases to which they are applicable, and in which they are not inconsistent with the by-laws of this organization. In meeting proceedings, minority voices will always be heard but the majority will rule on final decisions.

*Article II- Membership*

To become a member one must first join the organization's GroupMe or email list to stay informed. In order to maintain a status with membership, participation in at least 2 regular meetings per academic semester, besides summer, and participation in at least 1 event held by DEALLUSO per academic year must be upheld.

*Article III- Election / Appointment of Government Leadership*

Elections for the following academic year’s Leadership board positions will be held on the final regular meeting of the Spring semester. Appointment of the positions should be made the same or the following day. Any request for impeachment must be brought to leadership by 2 or more members. It will then be held to a vote. The replacement must not be those who put in the written request for impeachment. The next in line in leadership, or the member who wins the majority vote will take over the position.

*Article IV- Executive Committee*

**Primary Roles**

President: Alexandria McBride

* Organization, task delegation, event choosing

Vice-President: Alexandra Jones

* Assist the president

Treasurer: Mary Grzybowski

* Hold all receipts, track food and material spending, apply for refunds and grants

Advisor: Zhiguo Xie

**Secondary Roles**

(1) Communications: Sree Ramya Krishna

* This person will inform members of events, and get feedback from the org as it grows. This position can grow as the org grows, for example, USO Insta manager ect etc.

(2) Outside booking Specialist: Sophia, Lexi Strickland

* We may become overwhelmed with booking locations or rooms, so if we have a bigger event we need someone available and confident enough to reach out.
* If we need an outside location, sponsor requests, Job fair requests etc.
* This person will need to be confident with phone calls too, but will likely be sending a lot of emails.

**Leadership Committee**

(3) Event set-up and Take-Down: Angel Chen, Sam Lowe, Sierra Ford

* Pick up food and materials
* Set up stands
* Make posters

(1) Design work: Madison Mack

* The communications specialist will need deliverables! Ie. posters, Post materials, etc

(1) Recruitment: Mandy

* Keep the organization alive and adequately filled with members Ie. involvement fairs
* Track event engagement and our member participation numbers. This way you can get involved when the hype is falling

*Article V - Advisor/Advisory Board Responsibilities*

Advisor only needs to complete duties required by OSU’s Office of Student Life.

*Article VI - Meeting Requirements*

Meetings must have at least 5 attendees for it to continue as legitimate when counting towards member eligibility.

*Article VII - Method of Amending By-Laws*

To amend a By-Law, one must bring the president an amendment request in writing and a majority of the leadership committee must agree before the amendment.

Constitution

Rev.

10/24/2023